**NMLS Request to Change Primary Federal Regulator**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please complete the information below if your institution needs to update the Primary Federal Regulator indicated in its base NMLS record. This request can only be made by the Contact Employee or Account Administrator of the institution acquiring MLOs.

|  |  |
| --- | --- |
| \***Indicates Mandatory Information** |  |
|  |  |
| **Institution Information** |  |
|  |  |
| \*Institution Full Legal Name: |  |
|  |  |
| \*NMLS Institution ID: |  |
|  |  |
| \*RSSD ID: |  |
|  |  |
| \*IRS Employer Identification Number: |  |
|  |  |
| \*Subsidiary (Yes or No): |  |
|  |  |
| If Yes, Parent NMLS ID#: |  |
| **Federal Regulator Information** |  |
|  |  |
| \*Primary Federal Regulator currently indicated on Base Record: |  |
|  |  |
| \*New Primary Federal Regulator: |  |

The authorizing signature must be either the Contact Employee or Account Administrator of the

requesting institution.

Note: To help ensure prompt processing, please make sure that the signature is clearly legible.

I am authorized to submit this request on behalf of the company and confirm the information above is true and accurate I am requesting that the Nationwide Mortgage Licensing System & Registry (NMLS) base record of the institution identified above be amended to reflect the new primary federal regulator as indicated.

|  |  |
| --- | --- |
| **Institution Requestor** |  |
|  |  |
| \*First Name: |  |
|  |  |
| \*Last Name: |  |
|  |  |
| Suffix: |  |
|  |  |
| Title: |  |
|  |  |
| \*Email: |  |
|  |  |
| \*Phone: |  |
|  |  |
| \*Signature: |  |

**Upon completion, please return by either fax or email using the instructions provided in the requesting email.**